

Different levels of documentation have been identified based on the reliability of the type of documentation for establishing citizenship and identity. **Documents must be either originals or copies certified by the issuing agency.** The following charts identify the different types of documents that can be used.

**Table 1: Levels of Reliability of Citizenship Documents**

**Evidence of Highest Reliability -----> Evidence of Lowest Reliability**

<b><u>Primary Documents</u></b>	<b><u>Second-Level Documents</u></b>	<b><u>Third-Level Documents</u></b>	<b><u>Fourth Level Documents</u></b>
Prove both Citizenship and Identity	Must be Provided with Identity Document from Table 2	Must be Provided with Identity Document from Table 2	Must be Provided with Identity Document from Table 2
<b>United States passport</b>  <b>Certificate of Naturalization</b> (Form N-550 or N-570)  <b>Certificate of Citizenship</b> (Form N-560 or N-561)	<b>US Birth Certificate<sup>1</sup></b>  <b>Certification of Report of Birth</b> <i>issued by the Department of State</i> (Form DS-1350 or FS-545)  <b>Certification of Birth</b> <i>issued by the Department of State</i> (Form FS-545)  <b>Report of Birth Abroad of a United States Citizen</b> (Form FS-240)  <b>U.S. Citizen I.D. Card</b> (Form I-197 or I-179)  <b>American Indian Card</b> <i>issued by the Department of Homeland Security with the classification code "KIC"</i> (Form I-872)  Northern Mariana Identification Card <ul style="list-style-type: none"> <li>issued by the INS to a naturalized citizen of the US</li> <li>for persons born in the Northern Mariana Islands before 11/1/86</li> </ul> (Form I-873)  Final Adoption Decree <sup>2</sup>  Evidence of civil service employment by US Government showing employment before 6/1/76  Office of Military Record of Service <sup>2</sup>	<b>Extract of a hospital record on hospital letterhead established at the time of birth.<sup>2,3</sup></b>  <b>Life or health or other insurance record.<sup>2,3</sup></b>	<b>Federal or State census record showing U.S. citizenship or a U.S. place of birth</b> (Generally for persons born 1900-1950) <sup>4</sup>  Seneca Indian tribal census record <sup>2,3</sup>  Bureau of Indian Affairs tribal census record of the Navaho Indians <sup>2,3</sup>  U.S. State Vital Statistics official notification of birth registration <sup>2,3</sup>  <b>Amended U.S. public birth record</b> , amended more than 5 years after the person's birth <sup>2,3</sup>  Statement signed by the physician or midwife who was in attendance at the time of birth <sup>2,3</sup>  Institutional admission papers from a nursing home, skilled nursing care facility or other institution <sup>2,3</sup>  Medical record (clinic, doctor or hospital) <sup>2,3</sup>  <div style="border: 1px solid black; padding: 5px;"><b>Note: Do not accept Immunization records.</b></div> Written Affidavit <sup>5</sup>

<sup>1</sup> Must show birth in: one of the 50 U.S. States; District of Columbia; American Samoa; Swain's Island; Puerto Rico (DOB on or after 1/13/41) Virgin Islands (DOB on or after 1/17/17), Northern Mariana Islands (DOB after 11/4/86, NMI local time); or, Guam (DOB on or after 4/10/1899). Do not accept a souvenir "birth certificate" issued by the hospital.

<sup>2</sup> Must show U.S. place of birth and name.

<sup>3</sup> Must have been created at least 5 years before the Medicaid application, unless the applicant is a child under the age of 5.

<sup>4</sup> Must show applicant's age.

<sup>5</sup> Affidavits should ONLY be used in rare circumstances. An affidavit by at least two individuals of whom one is not related to the participant and who have personal knowledge of the event(s) establishing the applicant's/ participant's claim of citizenship. The person(s) making the affidavit must be able to prove his/her own citizenship and identity for the affidavit to be accepted. A second affidavit from the applicant/participant or other knowledgeable individual explaining why documentary evidence does not exist or cannot be readily obtained must also be requested. Neither individual may be a current Medicaid applicant or recipient.

When primary evidence of citizenship as described in Table 1 is not available, a document from the second, third level, or fourth level lists in Table 1 may be presented **IF** accompanied by an identity document from the Table 2.

**Table 2: Identity Documents**

LIST A	LIST B	LIST C
<b>Individuals 16 years of age or older who are not disabled must provide a document from List A.</b>	<b>The following documents may be used by individuals under 16 who cannot produce a document from List A</b>	<b>The following documents may be used by individuals under 16 who cannot produce a document from Lists A or B.</b>
<p>Certificate of Degree of Indian Blood, or other U.S. American Indian/Alaska Native tribal document.  <i>(These are acceptable if the document carries a photograph of the applicant/participant, or has other personal identifying information relating to the individual.)</i></p> <p>A driver's license or identification card containing a photograph, issued by a state or an outlying possession of the United States*</p> <p>School identification card with a photograph of the individual</p> <p>US military card or draft record</p> <p>Identification card issued by a federal, state or local government agencies or entities*</p> <p>Military dependent's identification card</p> <p>Native American Tribal document</p> <p>United States Coast Guard Merchant Mariner Card</p> <p><b>Note: Do not accept a voter's registration card or Canadian driver's license.</b></p>	<p>School record</p> <p>Daycare/nursery school record</p>	<p>Affidavit signed by the minor's parent or legal guardian stating the date and place of the birth of the child</p> <p><b>Note: An affidavit is only acceptable if it is signed under penalty of perjury by a parent or guardian. It cannot be used if an affidavit was used to prove citizenship.</b></p>
<p><i>*If the form of identification does not contain a picture, identifying information shall be included such as: name, date of birth, sex, height, color of eyes, and address.</i></p>		